



City of Seat Pleasant

Finance Department

A CITY OF EXCELLENCE SMART CITY

“Seat Pleasant offers Smart City Services that is better, faster and personalized making it a City for me using information and communication technology, with the internet of things”. Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.

Department: Finance

Date of Report 12-31-2018

Reporting Period 12-1-2018 to 12-31-2018

- 1. With the use of the NetSuite Accounting System the Finance Department electronically verified and processed 178 purchase orders during the month of September. Out of the 178 purchase orders 106 payments were sent out as checks. Out of those 106 checks 4 were Red Light camera checks, 16 were Speed Camera checks, and 86 were General Fund checks. Out of the 178 purchase orders entered 40 were paid via online ACH payment or Wire Transfer. 1 came out of the Red Light Camera Account, 3 came out of the Speed Camera account, while 35 came out of the General Fund account.**
- 2. The Finance Department has hired a new assistant to the Chief Financial Officer, Ms. Chantell Tyler. With the addition of a new assistant, the Finance department will be able to perform its duties in a faster and more efficient both internally and externally.**
- 3. The finance department continues to work on the yearly audit and has already started to get ready for the creation of the budget.**

Revenue

6301 Addison Road ▪ Seat Pleasant MD 20743-2125 ▪ (301) 336-2600 ▪ Fax (301) 336-0029

Revenue Center #	Revenue Center Name	Amount
4000	Real Estate Revenue	\$ 37,611.38
4010	Interest on Late Payment of Real Estate	\$ 700.18
4030	Personal Property Taxes	\$ 37,125.00
4035	Personal Property Taxes - CGS Funding	\$ 13,500.00
4070	Police State Aid	\$ 20,450.00
4110	Code Violations	\$ 1,900.00
4111	Property Agent Sign Agreement	\$ 50.00
4120	Vehicle Releases	\$ 3,975.00
4130	Parking Citations	\$ 905.00
4150	Offender Based Funding - Speed Camera	\$ 68,049.98
4155	Offender Based Funding - Red Light Camera	\$ 29,188.50
4156	Prior Year Collections - Red Light Camera	\$ 1,481.53
4157	Prior Year Collections - Speed Camera	\$ 4,866.87
4170	Single Family Rental Licenses	\$ 175.00
4225	Refuse	\$ 12,312.00
4250	Interest - CDs & Investments	\$ 94.40
4255	Interest - Checking Account	\$ 54.73
4311	Police/Accident/Incident Reports	\$ 300.00
	Total	\$ 232,739.57

Expenditures

Cost Center #	Cost Center Name	Amount
5220	Training	\$ 1,723.29
5260	Contractual Services	\$ 5,553.64
5350	Postage	\$ 200.00
5380	Copier Contract	\$ 2,990.00
5440	Utilities	\$ 2,209.61
	Total	\$ 12,676.54